DATE

«First\_Name» «Last\_Name»

«Address\_Line\_1»

«City» «State» «ZIP\_Code»

«GreetingLine»

Congratulations! Your Graduate School Research Assistantship (GSRA) with the department of [DEPARTMENT NAME] has been renewed for your fourth year. The GSRA is intended to aid you in the scholarly pursuit of your graduate study and research.

The benefits of this assistantship include an annual payment of $26,247 and a reduction of tuition to $25 per semester, instead of the standard tuition, which for the 2022-2023 school year is $4,439 for in-state students and $12,593 for out-of-state students. Therefore, the full value of this award includes your annual assistantship payment and the savings in tuition that you will receive should you accept this award.

Please note that monthly pay amounts are prorated depending on the start and end dates of your appointment, and some paycheck amounts may be less than others. Likewise, the total annual payment will be prorated according to actual months worked.

Your assistantship will begin on July 1, 2022, and end on [DEPARTMENT ADDS DATE HERE]. Your assistantship monthly payment amounts (pre-tax) are listed below. You should use this information to plan accordingly for the year.

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| Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
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All University of Georgia students are required to pay mandated student fees. For fall semester 2022, these are $695 for students located on the Athens campus and include services of the University Health Center and Ramsey Student Center for Physical Activities, as well as transportation, athletic, technology, and activity fees. For further information on tuition and fees, including applicable fee schedules for other campuses, please see <http://www.bursar.uga.edu>. Additionally, international students will be required to pay an International Student Compliance Fee. Further information on this fee can be found at <https://globalengagement.uga.edu/immigration/fees-page>.

The University will increase all graduate assistantship stipends by 2% for the 2022-2023 academic year. This adjustment is included in the annual payment listed above and reflects the University’s ongoing commitment to raising graduate stipends, which have increased by 2% to 5% per year in seven of the last eight years. Additionally, the increase in stipends that was implemented in FY 2022 to offset the Special Institutional Fee (SIF) will be maintained even though the SIF will be eliminated beginning fall semester 2022.

To determine what impact, if any, this assistantship will have on your financial aid eligibility for the academic year, please contact the Office of Student Financial Aid (OSFA) at 706-542-6147 or [osfa@uga.edu](mailto:osfa@uga.edu).

All students on assistantship are required to have health insurance unless they qualify to opt out of the University System’s health insurance plan. Further information on premiums for the Mandatory Plan is available at <https://hr.uga.edu/students/student-health-insurance/mandatory-plan/>. Additional information on student health insurance can be found at <https://hr.uga.edu/students/students_home/>.

Please note that the University of Georgia is a federal contractor. Employees of the University of Georgia, including graduate students on assistantship, may be required to comply with job requirements related to the University’s work on federal contracts. If you are notified of the applicability of such a requirement, you will be expected to comply with such requirement as a condition of your assistantship. Additional details can be found on the Human Resources [applicant portal](https://www.ugajobsearch.com/).

Your assistantship award is intended to contribute to your scholarly development. While on assistantship, you must register for a minimum of twelve (12) graduate credit hours for the Fall and Spring semesters and nine (9) graduate credit hours during the Summer semester. You will be expected to [DEPARTMENT ADDS EXPECTATIONS HERE] and take advanced-level courses. Please contact your graduate coordinator if you have questions about your academic obligations.

For your assistantship, you must spend XX hours per week working in your academic department on [DEPARTMENT ADDS EXPECTATIONS HERE]. It is expected that you will perform these duties to the satisfaction of your department and faculty mentor. If you have questions about your work obligations, please contact [Dept. Contact Person].

we hope you will accept the extension of your GSRA. Please inform us of your decision by signing and returning one copy of this letter to [Name] at [Address] on or before **April 15, 2022.**

Sincerely,

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Accepted:

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Declined:

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